Policy Statement

UNC School of Dentistry faculty, staff, and students/residents providing direct patient care must maintain Basic Life Support (CPR) certification.

Definitions

ARS—Accessibility Resources & Service, UNC Student Affairs.
BLS—basic life support.
CPR—cardiopulmonary resuscitation.
Employee—faculty, staff, advanced dental education students/residents or post-doctoral fellows.
EOC—UNC Equal Opportunity and Compliance Office.
SOD—School of Dentistry.
Student—dental assisting students, dental hygiene students, and pre-doctoral dental students.
UNC—University of North Carolina at Chapel Hill.

Audience

SOD faculty, staff and students providing direct patient care. SOD faculty and staff providing administrative support to patient care providers. SOD executive administrators including Dean and Associate Deans.

Reason for Policy

This policy is required in order to be consistent with the standards of dental care and the mission of the University of North Carolina School of Dentistry (SOD) to deliver the highest quality care. Failure to comply could have adverse effects on patients. Failure to meet such standards could adversely affect SOD accreditation and would have negative impacts on the SOD’s ability to fulfill its mission.

Compliance

Failure to maintain Basic Life Support (CPR) certification will result in suspension of the individual’s clinical / clinical research privileges. For faculty, staff and post-doctoral fellows, failure to comply with this policy may result in disciplinary action, up to and including termination of employment. For advanced dental education students/residents, failure to comply with this policy may result in disciplinary action, up to and including dismissal from the program of study. For students (including dental assistant students, dental hygiene students, and pre-doctoral dental students), failure
to comply with this policy may result in disciplinary action, up to and including dismissal from the program of study.

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**Roles and Responsibilities**

Employees and students—responsible for achieving and maintaining BLS (CPR) certification on the appropriate timeframe.

Supervisors, department chairs, unit directors—responsible for ensuring that employees and students maintain certification.

Director of Clinical Compliance and Quality Improvement coordinates the certification process for SOD; maintains or manages certification records; schedules in-house certification courses, handles registrations and provides printed or electronic course materials; notifies faculty, staff and students of upcoming certification expiration; confirms course attendance and completion; reviews documentation to confirm re-certification in cases where privileges are suspended due to non-compliance and communicates such to Associate Dean for Clinical Affairs and the Assistant Dean for Advanced Education/Graduate Studies.

Associate Dean for Clinical Affairs—oversees BLS certification for SOD; reviews cases of privilege suspension and makes final decision on reinstating privileges; reviews policy to ensure ongoing conformity with UNC SOD mission and accreditation standards.

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**Related Regulations, Statutes, and Related Policies**

State administrative law on CPR certification [CPR 21 NCAC 16A .0101 (5)](CPR 21 NCAC 16A .0101 (5))

Board of Dental Examiners website [FAQ on continuing education](FAQ on continuing education), including requirements for CPR.

UNC SOD Mission [https://www.dentistry.unc.edu/about/mission-pillars/](https://www.dentistry.unc.edu/about/mission-pillars/).

Commission on Dental Accreditation; **Accreditation Standards for Dental Education Programs**; Standard 5-6: “All students, faculty and support staff involved in the direct provision of patient care must be continuously certified in basic life support (B.L.S.), including [CPR], and be able to manage common medical emergencies.”

UNC EOC ADA reasonable accommodations website: [Reasonable accommodations policy](Reasonable accommodations policy) (for faculty, staff, advanced dental education students/residents and post-doctoral fellows).

UNC Accessibility Resources & Service website: [Accommodations, Resources & Service](Accommodations, Resources & Service) (for UNC students).

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## Contacts

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<td>BLS (CPR) certification</td>
<td>Director of Clinical Compliance and Quality Improvement</td>
<td>919.537.3588</td>
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<tr>
<td>Clinical Affairs</td>
<td>Executive Assistant</td>
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## Document History

Effective Date: July 26, 2016

Last Revised Date: May 2011 / July 2009 / July 2007

Adopted Date: July 14, 2016
School of Dentistry Basic Life Support (CPR) Procedure

I. Employees: Faculty, Staff, Advanced Dental Education Students and Post-Doctoral Fellows

A. Requirements

1. All SOD employees, including advanced dental education students/residents and compensated and non-compensated faculty who provide or supervise human subjects / direct patient care in the UNC SOD must maintain current Basic Life Support (CPR) certification.
   a. SOD employees who are not providing or participating in sedation dentistry are required to recertify every two years. NC Board of Dental Examiners website states that “CPR does not have to be repeated annually, if a 2 year certification is achieved; however the certification must always be current.”
   b. SOD employees who are providing or participating in sedation dentistry may be subject to and must comply with any additional lifesaving training requirements of the North Carolina State Board of Dental Examiners.
   c. All faculty, staff and advanced dental education students/residents who have a disability may qualify for an exemption from the physical requirements of the SOD BLS course. The individual is responsible for obtaining from the University of North Carolina Equal Opportunity and Compliance Office (UNC EOC) reasonable accommodations in employment, and must provide documentation of the accommodation to SOD. The “Standards” section below includes links to the necessary request and release forms. The “Related Policies” section above includes a link to the UNC EOC reasonable accommodations policy website. Individuals exempt from the physical requirements of the course must complete the didactic portion of the SOD American Heart Association Basic Life Support for Healthcare Providers course and successfully complete the AHA written examination. Further, while in the clinic providing treatment, exempt individuals must be accompanied by a BLS (CPR)-certified employee authorized to provide CPR or emergency services to patients.

2. The employee is responsible for maintaining current BLS certification. Failure to maintain current BLS certification will result in suspension of the clinical / clinical research privileges until evidence of successful course completion is presented by the employee to the Director of Clinical Compliance and Quality Improvement and the Associate Dean for Clinical Affairs. Disciplinary action will be initiated for any employee not in compliance with this policy.
3. The following courses are acceptable:
   a. American Heart Association: CPR for Healthcare Providers or Heartsaver CPR with two rescuer option;
   b. American Red Cross: CPR/AED for the Professional Rescuer or Adult/Child/Infant CPR with two rescuer option;
   c. American Safety & Health Institute: CPR for Professionals;
   d. National Safety Council: Professional Rescuer CPR.

B. Training
1. The SOD offers, on a limited basis, BLS courses for full-time employees and advanced dental education students/residents.

2. For anyone who fails to maintain current BLS/CPR certification, clinical / clinical research privileges will be suspended.

3. If the individual is unable to complete a course through the SOD, completion of a course from the accepted list above will be required at his/her own expense. The individual must provide documentation of certification within the guidelines stated in this policy to the Director of Clinical Compliance and Quality Improvement.

4. Training notifications and course materials will be provided by the Director of Clinical Compliance and Quality Improvement for SOD-provided training.

5. Absences: an individual who fails to attend a training course at the scheduled time for reasons other than illness or emergency may be required to obtain BLS training through an external agency and provide documentation of BLS certification to the Director of Clinical Compliance and Quality Improvement. Notification of absence from a scheduled course will be communicated to the Director of Clinical Compliance and Quality Improvement by the employee or his/her supervisor. The employee is responsible for contacting the Director of Clinical Compliance and Quality Improvement upon his/her return to work to reschedule the BLS course.

6. Each department Chair/Unit Director is directly responsible for assuring that his/her employees maintain current BLS status.
II. Students
A. Requirements
1. All students must maintain current BLS certification biennially.
   a. Students who have a disability may qualify for an exemption from the physical requirements of the SOD BLS course. The “Related Policies” section above includes a link to the UNC Student Affairs Accessibility Resources & Service (ARS) accommodations website. The individual is responsible for registering with UNC in order to document a disability and request accommodation (link to ARS self-identification form in the “Forms” section below). Students must provide documentation of the accommodation to SOD. Individuals exempt from the physical requirements of the course must complete the didactic portion of the SOD American Heart Association Basic Life Support for Healthcare Providers course and successfully complete the AHA written examination. Further, while in the clinic providing treatment, exempt individuals must be accompanied by a BLS (CPR)-certified employee authorized to provide CPR or emergency services to patients.

2. Each student is responsible for maintaining current BLS certification. Failure to maintain current BLS certification will result in suspension of clinical privileges until documentation of course completion is presented to the Director of Clinical Compliance and Quality Improvement and the Associate Dean for Clinical Affairs. Disciplinary proceedings will be initiated for any student who is not in compliance with this policy.

B. Training
1. Students are scheduled into a BLS training course as part of their patient care responsibilities.

2. If the student is unable to complete a course through the SOD, completion of a course from the accepted list above will be required at his/her own expense. The individual must provide documentation of certification within the guidelines stated in this policy to the Director of Clinical Compliance and Quality Improvement.

3. Training notifications and course materials will be provided by the Director of Clinical Compliance and Quality Improvement for SOD-provided training.
4. Course completion.
   a. DDS Program: Students are required to complete a BLS course prior to matriculation into the first year and biennially thereafter. Failure to maintain an active BLS certification will result in suspension of patient care privileges until documentation of course completion is presented to the Director of Clinical Compliance and Quality Improvement and the Associate Dean for Clinical Affairs.
   b. Dental Hygiene Program: Students are required to complete a BLS course prior to matriculation into the first year and biennially thereafter. Failure to complete the course by the date designated by the Director of Dental Hygiene Programs will result in suspension of patient care privileges until documentation of course completion is presented to the Director of Clinical Compliance and Quality Improvement and the Associate Dean for Clinical Affairs.
   c. Dental Assisting Program: completion of a BLS course is required prior to clinic participation in the Fall semester. Failure to complete the course prior to clinic participation will result in suspension of patient care privileges until documentation of course completion is presented to the Director of Clinical Compliance and Quality Improvement and the Associate Dean for Clinical Affairs.
Standards

Commission on Dental Accreditation; *Accreditation Standards for Dental Education Programs*; DEP Standards p. 36, Standard 5-6: “All students, faculty and support staff involved in the direct provision of patient care must be continuously certified in basic life support (B.L.S.), including cardiopulmonary resuscitation, and be able to manage common medical emergencies.” [DEP Standards](#)

Forms

UNC EOC [Accommodation Request Form](#)
UNC EOC [Health Care Provider Release Form](#)
UNC ARS [Self Identification Form and Documentation Upload](#)

Other Related Documents